

CONTRACT MODIFICATION AWARD SUPPORT FILE CHECKLIST

(Use Checklist for within-scope modifications)

Contract Number: _____ Contractor: _____

Modification Number _____

Program: _____ Phone: _____

Finance: _____ Phone: _____

Contractor: _____ Phone: _____

Negotiator's Signature _____

Branch Chief or CO File Approval _____

NOTES: (1) File award support documents in Section C.1, Award File Plan.

(2) If modification is not within-scope, use Contract File Content Checklist.

<u>File</u>	<u>Tab</u>	
		Procurement Request (DOE F 4200.33)
		Statement of Proposed Change/Revision, Project Data
		Independent Government Cost Estimate
		Government Furnished Property List
		Exercise of Option Documentation (e.g., D&F)
		Revised Wage Rate Determination
		Request for Cost Proposal
		Cost Proposal
		Requests for Evaluation of Cost Proposal
		FOCI Determination (File: Section L.2, Award File Plan)
		S&DB Subcontracting Plan, Review/Approval; D&F Noninclusion
		(File: Section I.1, Award File Plan)
		Technical Evaluation of Cost
		Pricing Support (Audit, Cost Analysis, etc.)
		Waiver of Audit
		Justification for letter modification
		Price Neg. Memo (incl. Weighted Guidelines/Fee Objective)
		DOE-HQ Review of Prenegotiation Plan
		Certificate of Current Cost/Pricing Data
		Waiver of Certified Cost/Pricing Data
		Independent Review; Resolution of Findings
		DOE-HQs Business Clearance Approval
		Congressional Affairs Notification (DOE F 4220.10)
		Contract Modification (File: Section B.1, Award File Plan)
		DOE F 4200.4, IPAR
		Distribution Record
		Miscellaneous Correspondence/Documents